

# NETL Merit Staffing Vacancy Announcement

**U.S. DEPARTMENT OF ENERGY - NATIONAL ENERGY TECHNOLOGY LABORATORY  
(NETL)**

**ANNOUNCEMENT NO.:** NETL-10-09

**OPENING DATE:** 1/20/2010

**CLOSING DATE:** 2/3/2010

**POSITION:** Supervisory General Engineer/Physical Scientist, GS-801/1301-15

**LOCATION:** Office of Research & Development  
Separations and Fuels Processing Division  
Morgantown, WV or Pittsburgh, PA

**SUBJECT TO:**

1st Year Probationary Period (See Notes)  
Supervisory Probationary Period  
Employment & Financial Interest Disclosure  
Agreement Covering Discoveries, Inventions and Improvements  
DOE CTAP (See Attached)  
DOE ICTAP (See Attached)

**PROMOTION POTENTIAL:** GS-15

**SALARY RANGE:** (Includes locality pay)

Morgantown, WV:  
\$113,735 – \$147,857 per annum

Pittsburgh, PA  
\$115,937 - \$150,719 per annum

**AREA OF CONSIDERATION:** Government-Wide - Federal Career/Career Conditional Employees in the Competitive Service and Veterans who are preference eligible or who have been separated from the Armed Forces under honorable conditions after substantially completing an initial 3-year term.

**DUTIES AND RESPONSIBILITIES:** This position functions as the Director of the Separations and Fuels Processing Division, reporting to the Deputy Director, Office of Research and Development (ORD). The function of this Division is to conceive, plan, manage and conduct

exploratory and applied research, in conjunction with Focus Area leaders, in the areas of separations science and technology, gasification and fuels reforming, and materials with application to the interface between resource processing and end use technologies, and investigate theoretical and fundamental phenomena to support program needs and develop new concepts. The Division provides skills, expertise, equipment and facilities to conduct research and supports advanced energy systems concepts such as integrated gasification combined cycle, hydrogen production, fuel cells and related technology areas. The research focus of the Division is to develop improvements in separations science and technology, gasification and fuel reforming, and materials technology to improve efficiency and reduce emissions in support of Fossil Energy (FE) programs in advanced, clean energy systems, carbon sequestration science, and other DOE programs.

The incumbent formulates policy, procedures, and standards, and directs a research and development program to carry out the goals and objectives of the SFPD. He/She coordinates the activities of the Division with the other ORD Divisions and integrates the Division's research projects with related on-going research in private industry and academia. He/She provides advice and consultation to program and project managers on the technical merits of research conducted under grants and contracts for the National Energy Technology Laboratory (NETL).

The incumbent plans, administers, and performs the full range of supervisory duties over a staff of professional research engineers and scientists engaged in research and development (R&D) activities. This includes: planning, assigning, and reviewing work of subordinates; resolving grievances; providing for training and development; evaluating performance; making selections for appointments, promotions, reassignments, and incentive awards; keeping employees informed on all matters which affect their employment; and effecting disciplinary measures as appropriate.

**QUALIFICATION REQUIREMENTS:** Applicants must have general and/or specialized experience and any selective placement factors as described below. This requirement is in accordance with the OPM Qualifications Standards Operating Manual, available in any Government Personnel Office, which specifies when and how education may be substituted for the experience.

#### **BASIC REQUIREMENTS FOR ENGINEER:**

A. Degree: Professional engineering. To be acceptable, the curriculum must (1) be in a school of engineering with at least one curriculum accredited by the Accreditation Board of Engineering and Technology (ABET) as a professional engineering curriculum; or (2) include differential and integral calculus and courses (more advanced than first-year physics and chemistry) in five of the following seven areas of engineering science or physics: (a) statics, dynamics; (b) strength of materials (stress-strain relationships); (c) fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties); and (g) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics; **OR**

B. If you do not meet the basic engineering requirement above, you may qualify with a combination of education and experience -- college level education, training, and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering and (2) a good understanding, both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering. The adequacy of such background must be demonstrated by one of the following:

- (1) Professional Registration -- Current registration as a professional engineer by any State, the District of Columbia, Guam, or Puerto Rico. Generally, such registration must require a written test. If you qualify for registration by means other than a written test (such as State grandfather or eminence provision), you are eligible only for the specialty field of your registration.
- (2) Written Test -- Evidence of having successfully passed the Engineer-in-Training (EIT) examination and have completed all the requirements for either (a) a bachelor's degree in engineering technology (BET) from an accredited college or university which included 60 semester (90 quarter) hours of courses in the physical, mathematical, and engineering sciences, or (b) a BET from a program accredited by the Accreditation Board for Engineering and Technology (ABET). Eligibility is limited to positions that are within or closely related to the specialty field of the engineering technology program.
- (3) Specific Academic Courses -- Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and engineering, which included the courses specified in Paragraph A. The courses must be fully acceptable toward meeting the requirements of a professional engineering curriculum as described in Paragraph A.
- (4) Related Curriculum -- Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant has had at least 1 year of professional engineering experience acquired under professional engineering supervision and guidance. **AND**

**ADDITIONAL EXPERIENCE:** In addition to meeting basic qualification requirements, candidates must possess 1 year of specialized experience equivalent to the next lower grade level (GS-14) in the Federal service which has equipped them with the specific knowledge, skills, and abilities to successfully perform the duties of this position. **Experience at this level typically involves managing separations and fuels processing research and development programs and people involving advanced energy systems as related to integrated gasification combined cycle, hydrogen production, fuel cells, and related technology areas within an RD&D or similar technical organization.**

#### **BASIC REQUIREMENTS FOR PHYSICAL SCIENTIST:**

- A. Degree: Physical science, engineering, or mathematics that included 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics. **OR**
- B. Combination of education and experience—education equivalent to one of the majors shown in A above that included at least 24 semester hours in physical science and/or related engineering science, plus appropriate experience or additional education. **AND**

**ADDITIONAL EXPERIENCE:** In addition to meeting basic qualification requirements, candidates must possess 1 year of specialized experience equivalent to the next lower grade level (GS-14) in the Federal service which has equipped them with the specific knowledge, skills, and abilities to successfully perform the duties of this position. **Experience at this level typically involves managing separations and fuels processing research and development programs and people involving advanced energy systems as related to integrated gasification combined**

**cycle, hydrogen production, fuel cells, and related technology areas within an RD&D or similar technical organization.**

Candidates for advancement within the General Schedule must meet time-in-grade requirements of 5 CFR, Part 300, Subpart F.

### **FOREIGN EDUCATION**

Applicants who have completed part or all of their education outside of the U.S. must have their foreign education evaluated by an accredited organization to ensure that the foreign education is comparable to education received in accredited educational institutions in the U.S. A written evaluation of any foreign education must be provided with your application in response to this vacancy announcement or be received by the closing date of this announcement. For a listing of services that can perform this evaluation, see the National Association of Credential Evaluation Services (NACES) website at <http://www.naces.org/members.htm>. Failure to provide this evaluation will result in you being found unqualified for the position.

**PLEASE NOTE:** If your foreign education has already been accepted by an accredited U.S. educational institution as part of a degree program with that institution, you do not need to provide an evaluation of foreign education but must submit a copy of the transcripts listing the degree from the U.S. accredited institution that accepted your foreign education.

**BASIS OF EVALUATION:** Qualified applicants will be rated against the established quality ranking factors (QRF). The extent to which a candidate possesses each knowledge, skill, and/or ability will be determined by measuring the level of experience, education, and training as they relate to each quality ranking factor. The quality ranking factors listed below have been weighted by the Selecting Official based on their relative importance to the position being filled.

**DETERMINATION OF THE “BEST QUALIFIED” GROUP WILL BE BASED SOLELY ON INFORMATION CONTAINED IN THE CANDIDATES APPLICATION PACKAGE; THEREFORE, CANDIDATES ARE REQUESTED TO SPECIFICALLY ADDRESS EACH QUALITY RANKING FACTOR AND HIGHLIGHT THE SIGNIFICANCE OF THEIR SPECIFIC EXPERIENCE. FAILURE TO ADDRESS THE QUALITY RANKING FACTORS MAY RESULT IN A LOWER RATING.**

1. Knowledge of the scientific and engineering principles and practices of separation science and technology, gasification and fuels reforming, and materials as related to advanced energy system concepts such as integrated gasification combined cycle, hydrogen production, fuel cells, and related technology areas with a goal of improved efficiency and reduced emissions. (35%)
2. Ability to supervise, including selection and advancement of employees with regard to EEO and labor relations regulations. (30%)
3. Ability to manage, organize, and execute interdisciplinary research projects and work effectively in both matrix and functional organizations. (15%)
4. Skill in written communications. (10%)
5. Skill in oral communications. (10%)

**PERFORMANCE AND AWARDS:** In addition to evaluation of the above quality ranking factors, the Selecting Official will also consider each candidates current or last annual performance appraisal and relevant awards as part of the selection process.

**NOTES:**

The U.S. Department of Energy is an Equal Opportunity Employer.

NOTICE: Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. All applicants are subject to Employment Verification (E-Verify).

NETL provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the NETL HR Office. The decision on granting reasonable accommodation will be on a case-by-case basis.

Eligible veterans may apply for Merit Promotion Vacancy announcements under the Veterans Employment Opportunities Act of 1998. Recent amendments to the Act provide Veterans with the opportunity, if selected, for career conditional appointments.

Individuals with a disability and 30% disabled veterans may be considered under special hiring authorities.

Relocation expenses may be paid consistent with the Department's policy and guidance.

Probationary period applies to applicants appointed to their first career conditional appointment.

Satisfactory completion of a one-year supervisory/managerial probationary period is required unless previously completed.

You must include your Social Security number on your application.

As a condition of employment, new employees are required to arrange for direct deposit of paychecks.

This position is not included in the bargaining unit.

Those applicants who do not meet the minimum qualification requirements within 30 days of the closing date of the vacancy announcement will be determined to be "not qualified."

This position is also being announced All Sources (NETL-10-08). Please specify on your application which announcement number(s) you are applying under. Status applicants may apply under either or both vacancy announcements but must specifically identify the vacancy announcement number on each application form.

For more information about the National Energy Technology Laboratory (NETL), please visit our website at [www.netl.doe.gov](http://www.netl.doe.gov). The status of all NETL vacancy announcements can be found at [www.netl.doe.gov](http://www.netl.doe.gov) under career opportunities.

**TO APPLY:** Please complete the following steps to submit your application online:

**1. Register with USAJOBS.GOV, which includes creating a resume:**

Once you have completed the initial registration process with USAJOBS and created a resume, you will not need to perform this step again. Prior to applying online for the position, be sure that you have uploaded the required documents into your portfolio on USAJOBS. The list of “Required Documents” follows. The system will store your information and resume(s). You may update them any time needed to reflect your most recent information.

**To Upload A Document:**

Log in at MY USAJOBS

Click on the Portfolio link found under the tabs near the top.

Click on browse and select a file stored on your computer to include in your portfolio. Files must be less than 2 mb and can either be jpg, doc, or PDF format.

Once you have selected your file, enter a name for the attachment, making sure to be as accurate in your description as possible. For example, Undergraduate Transcripts versus Graduate Transcripts. Once selected and named, click Upload.

After you have successfully uploaded a document, you can click to View or Delete your document(s) at any time.

**NOTE:** When uploading documents, only one document can be uploaded under each document heading. If you upload a second document under the same document heading, the original upload will be overridden by the second submission. If you intend to submit two similar documents (i.e. 2 college transcripts) you must either combine the two documents into one PRIOR to uploading, or upload the second document under “miscellaneous documents”.

**2. Select the vacancy announcement to which you wish to apply:**

Locate the vacancy announcement on USAJOBS. Review the announcement thoroughly, including the Who May Apply, Qualifications and Required Documents sections. These sections describe what type of applicant is eligible to apply, what education and experience is required to be qualified for the position and which documents you will need to submit to support your application. Click the Apply Online link at the bottom of the page and then select one of your stored resumes to submit with your application. Move through your existing application to the Documents page and select “Upload” in order to add a document to your application. Click on “apply for this position now” to start the submission of your application.

**REQUIRED DOCUMENTS:**

**\*\*No attempt will be made to solicit missing materials from applicants who fail to submit them by the closing date. Incomplete applications will not be considered.\*\***

**All applicants are required to submit the following:**

An Online Resume

Supplementary statement addressing the quality ranking factors which highlights aspects of your background as they relate to the knowledge, skills, and abilities required by the position. Note: Rankings will be based solely on information contained in your application package. **Failure to address the quality ranking factors may result in a lower rating.**

College Transcript (Unofficial transcript may be submitted, however, if selected an Official Transcript will be required.)

Foreign Education Equivalency (if applicable).

Annual Performance Appraisal (current).

Notification of Personnel Action (SF-50) (copy/most recent).

Declaration of Federal Employment (OF-306 <http://www.opm.gov/Forms/html/of.asp>). This form is required if using the OF-612 or a Resume because it contains a statement certifying that to the best of your knowledge and belief, all of the information on and attached to the OF-306, is true, correct, complete, and made in good faith. False or fraudulent answers to any question on any part of this declaration or its attachments may be grounds for not hiring or for firing after beginning work, and may be punishable by fine or imprisonment.

**Your complete online application and any required supplemental documentation (e.g., college transcripts, supplemental statement) must be received by 11:59p.m. Eastern Time (ET) on the closing date of this announcement.** It is also your responsibility to ensure that all documents are received on time and that the materials are readable. Failure to do so will result in your application being removed from consideration for this announcement.

If applying online poses a hardship, please contact us at the telephone number listed on this announcement. Applicants **MUST CONTACT US PRIOR TO THE CLOSING DATE** to speak to someone who can provide assistance for submission of application. Requests for extensions will not be granted. **EMAILED APPLICATIONS CANNOT BE ACCEPTED.**

Questions regarding this announcement may be addressed to Recruit\_Mgn@netl.doe.gov or call Human Resources at (304) 285-4016.

#### **WHAT TO EXPECT NEXT:**

You may check your application status any time after the announcement closes. Go to the USAJOBS website, select MY USAJOBS and enter your ID and Password. Click the link titled "Applications" and select the link under the column titled "Application Status" next to the name of the vacancy. We will update your status when changes are made. If you have other questions or need other assistance, you may contact the Human Resources Specialist listed as the contact person in the Vacancy Announcement.

## SPECIAL SELECTION PRIORITY CONSIDERATION FOR SURPLUS OR DISPLACED EMPLOYEES

### Department of Energy (DOE) SURPLUS OR DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION UNDER THE CAREER TRANSITION ASSISTANCE PROGRAM (CTAP)

If you are currently a DOE employee who has received a Reduction in Force (RIF) separation notice or a Certificate of Expected Separation you may be entitled to special priority selection under the DOE Agency Career Transition Assistance Program (CTAP). To be eligible for special priority selection under the DOE's Career Transition Assistance Program (CTAP) you must meet all of the following conditions:

1. Displaced Employee is: (A) a current DOE career or career-conditional competitive service employee in tenure Group I or II, at a GS-15 grade level or equivalent and below, who has received a RIF separation notice or notice of proposed removal for declining a directed reassignment or transfer of function outside of the local commuting area; or (B) a current DOE employee in the excepted service, serving on an appointment without time limit, at a GS-15 grade level or equivalent and below, who has been given non-competitive appointment eligibility and selection priority by statute for positions in the competitive service, and who has received a RIF separation notice or notice of proposed removal for declining a transfer of function or directed reassignment outside of the local commuting area.

Surplus Employee is: (A) a current employee serving under an appointment in the competitive service, in tenure Group I or II, at a GS-15 grade level or equivalent and below, who has received a Certificate of Expected Separation (CES) or other official certification issued by DOE indicating that your position is surplus, for example, a notice of position abolishment, or a notice stating that you are eligible for discontinued service retirement; or (B) a current DOE employee serving on an excepted service appointment without time limit, at a GS-15 grade level or equivalent and below, who has been issued a certificate of expected separation or other official agency certification indicating that your position is surplus, for example, a notice of position abolishment or a notice stating that you are eligible for discontinued service retirement, and you have been conferred noncompetitive appointment eligibility and special selection priority by statute for positions in the competitive service.

You must submit one of the following with your application as proof of eligibility for this special selection priority: (A) a copy of the RIF separation notice or notice of proposed removal for declining a directed reassignment or transfer of function outside of the commuting area; (B) Certificate of Expected Separation (CES) or other official notice from DOE indicating that you are surplus or eligible for discontinued service retirement; or (C) other official DOE certification identifying you as being in a surplus organization or occupation.

2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This **must** be submitted with your application package.



4. Be currently employed by the DOE in the same commuting area of the position for which you are requesting priority consideration; or at DOE's discretion, occupy a position beyond the local commuting area. An eligible DOE employee outside the local commuting area, can only exercise selection priority when there are no eligible surplus and displaced DOE employees within the local commuting area who apply and are found well qualified.
5. File your application by the Vacancy Announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.).
6. Individuals who meet eligibility requirements for special selection priority selection under CTAP must be well qualified to receive consideration for special priority selection. CTAP eligibles will be considered well qualified if they attain at least a rating score of 85 in a numerical rating scheme.

**DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY  
CONSIDERATION UNDER THE INTERAGENCY CAREER TRANSITION ASSISTANCE  
PROGRAM (ICTAP)**

If you are a displaced Federal employee you may be entitled to receive special priority selection under the ICTAP. To receive this priority consideration you must:

1. Be a displaced Federal employee. You must submit one of the following as proof of eligibility for this special selection priority: a Reduction in Force (RIF) separation notice, or a notice of proposed removal for declining a directed reassignment or transfer of function to another commuting area; documentation, e.g., SF-50, Notification of Personnel Action, showing that you were separated as a result of RIF or for declining a transfer of function or directed reassignment to another commuting area; official certification from an agency stating that it cannot place you and your injury compensation has been or is being terminated; official notification from the Office of Personnel Management (OPM) that your disability annuity has been or is being terminated; or official notification from the Military Department or National Guard Bureau that you have retired under 5 United States Code 8337(h) or 8456. The following categories of candidates are considered displaced employees.

- A. Current or former career or career-conditional (tenure Group I or II) at the GS-15 grade level or equivalent and below competitive service employees who:
  1. Received a specific **RIF** separation notice; or a notice of proposed removal for declining a directed reassignment or transfer of function outside the local commuting area;
  2. Separated because of a compensable injury or illness as provided under the provisions of Subchapter I of Chapter 81 of Title 5, United States Code, whose compensation has been terminated, and whose former agency certifies that it is unable to place; or
  3. Retired with a disability under Sections 8337 or 8451 of Title 5, United States Code, and whose disability annuity has been or is being terminated; or
  4. Upon receipt of a RIF separation notice retired **ON** the effective date of the RIF and submits a Standard Form 50 that indicates "Retirement in lieu of RIF"; or
  5. Retired under the discontinued service retirement option; or
  6. Was separated through reduction in force, or removed for declining a transfer of function or directed reassignment outside the local commuting area.

**OR**

- B. Former Military Reserve or National Guard Technicians who are receiving a special Office of Personnel Management (OPM) disability retirement annuity under Section 8337(h) or 8456 of Title 5, United States Code.

**OR**

- C. A current Executive Branch agency employee in the excepted service, serving on an appointment without time limit, at a GS-15 grade level or equivalent and below, who has been given noncompetitive appointment eligibility and selection priority by statute for positions in the competitive service, and who is in receipt of a reduction in force separation notice or notice of proposed removal for declining a transfer of function or directed reassignment outside the local commuting area.

**OR**

- D. A former Executive Branch agency employee in the excepted service, who served on an appointment without time limit, at a GS-15 grade level or equivalent and below, who has been given noncompetitive appointment eligibility and selection priority by statute for positions in the competitive service, and who has been separated through reduction in force or removed for declining a transfer of function or directed reassignment outside the local commuting area.
- 2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
  - 3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This **must** be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement.)
  - 4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
  - 5. File your application by the Vacancy Announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.).
  - 6. Individuals who meet eligibility requirements for special selection priority selection under ICTAP must be well qualified to receive consideration for special priority selection. ICTAP eligibles will be considered well qualified if they attain at least a rating score of 85 in a numerical rating scheme.

## **APPLICANT BACKGROUND SURVEY QUESTIONNAIRE**

### **PRIVACY INFORMATION**

#### **General**

The information is provided pursuant to Public Law 935-597 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.

#### **Authority**

Sections 1302, 3301, 3304, and 7201 of Title 5 of the U.S. Code.

#### **Purpose and Routine Uses**

The information from this survey is used for research and for a Federal equal opportunity recruitment program to help ensure that agency personnel practices meet the requirements of Federal law.

#### **Effects of Nondisclosure**

Providing this information is voluntary. No individual personnel selections are made based on this information.

### **GENERAL INSTRUCTIONS**

The information from this survey is used to help ensure that agency personnel practices meet the requirements of Federal law. Your responses are **voluntary**. Please answer each of the questions to the best of your ability. Please print entries in pencil or pen. Use only capital letters. Read each item thoroughly before completing the appropriate code number in each box.

**Vacancy Announcement No.:** NETL-10-09

**Date (Month, Day, Year):**

**Position:** Interdisciplinary: Supervisory General Engineer/Physical Scientist, GS-801/1301-15

**Name:**

**How did you learn about the particular position or exam for which you are applying? (You may circle up to three choices.)**

01--Private Information Service

02--Magazine/Newspaper

03--Radio/TV

04--DOE Home Page

05--NETL Home Page

06--OPM USA Jobs

07--Minorities Job Bank

08--Other WEB sites (Specify): \_\_\_\_\_

09--Hard Copy of Vacancy Announcement

10--Agency Personnel Department

11--FRS-Federal Career Opportunities Listing

12--Federal/State/Local Job Information Center

13--Religious Organization

14--School or College Counselor or Other Official

15--Friend or Relative Working for the Agency

16--Friend or Relative Not Working for Agency

17--State Employment Office (Unemployment Office)

18--Private Employment Office

19--Other (Specify): \_\_\_\_\_

**Please categorize yourself in terms of the race/ethnic category and sex using the definitions below: (Please circle one.)**

#### **RACE/ETHNIC CODE:**

**A--American Indian or Alaskan Native**

Person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

**B--Asian or Pacific Islander**

Person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.

**C--Black, Not of Hispanic Origin**

Person having origins in any of the black racial groups of Africa.

**D--Hispanic**

Person of Mexican, Puerto Rican, Cuban Central or South American, or other Spanish culture or origin, regardless of race.

**E--White, Not of Hispanic Origin**

Person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

**SEX: (Please circle one.)**

1--Male

2--Female

**DISABILITY STATUS: (Please circle one.)**

You may submit this form as part of your application package; however, it will be removed upon receipt and forwarded to NETL's Office of the Economic Impact and Diversity Manager.

**Disability Status Codes:**

05. I do not have a disability.

16. Total deafness in both ears, with or without understandable speech.

23. Inability to read ordinary size print, not correctable by glasses (can read oversize print or use assisting device).

25. Blind in both eyes (no usable vision, may have some light perception).

28. Missing one arm or one leg.

33. Missing both hands or both arms or both feet or both legs.

35. Missing one hand or arm and one foot or leg.

64. Partial paralysis of both hands.

65. Partial paralysis of both legs, any part, or both arms, any part.

67. Partial paralysis of one side of the body, including one arm and one leg.

68. Partial paralysis of three or more major parts of the body (arms and legs).

71. Complete paralysis of both hands or both arms or both legs.

72. Complete paralysis of one arm or one leg.

76. Complete paralysis of lower half of body, including legs.

77. Complete paralysis of one side of body, including one arm and one leg.

78. Complete paralysis of three or more major parts (of body) (arms and legs).

82. Convulsive disorder (e.g., epilepsy).

90. Mental retardation (a chronic and lifelong condition involving a limited ability to learn, to be educated, and to be trained for useful productive employment as certified by a state vocational rehabilitation agency).

- 91. Mental or emotional illness (a history of treatment for mental or emotional problems).
- 92. Severe distortion of limbs and/or spine (e.g., dwarfism, severe distortion of the back).
- 06. I have a disability, but it is not listed above. Describe: